

FLORIDA STATE LIBRARY  
**FLORIDA**  
**STATE UNIVERSITY**

School of  
**LIBRARY**  
Training and Service



**Bulletin, 1950 - 1951**

**The Florida State University**  
**Tallahassee**  
**1950**

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**F636**

## CALENDAR 1950-1951

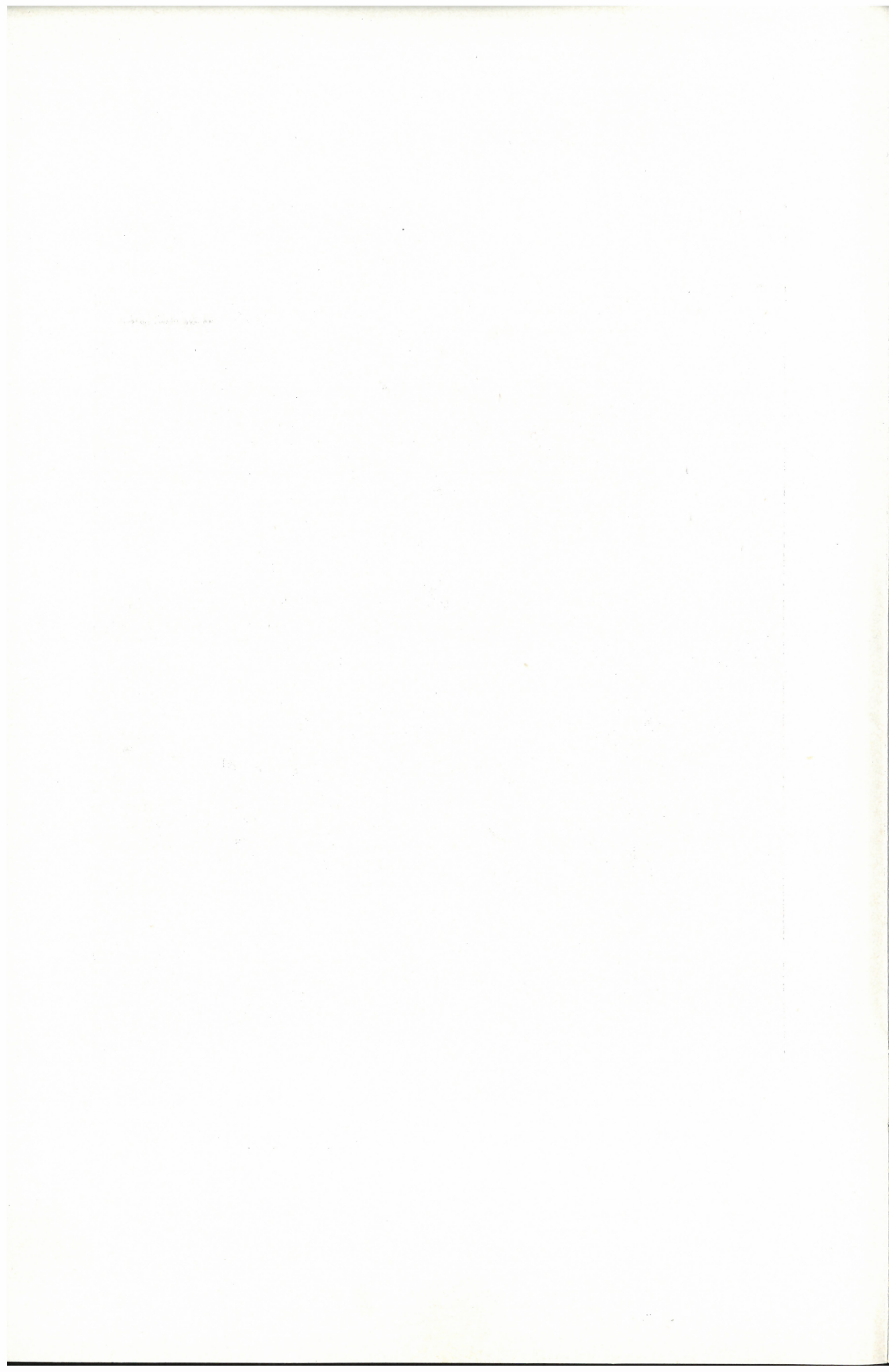
September 22	Registration
September 25	Classes begin
November 29-December 3	Thanksgiving holiday
December 19-January 2	Christmas holiday
January 29-February 3	Examinations
February 3	End of Fall Semester
February 10	Registration
February 12	Classes begin
March 22-March 27	Spring holidays
June 2	Classes end
June 3	Baccalaureate Sermon
June 4-June 8	Examinations
June 9	Commencement

#1232235305



**THE LIBRARY**  
**FLORIDA STATE UNIVERSITY**

**STATE LIBRARY OF FLORIDA**



# FLORIDA STATE UNIVERSITY

## Administrative Officers

Doak Sheridan Campbell, Ph.D.	President
Milton W. Carothers, Ed.D.	Dean, Graduate School
Charles Walker, M.A.	Registrar
Louise Richardson, M.A.	Librarian
Louis Shores, Ph.D.	Dean, School of Library Training and Service

## Faculty

Louis Shores	Dean and Professor
A.B., Univ. of Toledo, 1926; M.S., College of City of New York, 1927; B.S. in L.S., Columbia Univ., 1928; Stud. Univ. of Chicago, 1930-1931; Ph.D., Peabody, 1934	
Hazel Adele Pulling	Assistant Dean and Associate Professor
Ph.B., M.A., Univ. of Chicago, 1930, 1931; B.S. in L.S., Ph.D., Univ. of Southern California, 1938, 1944; Stud. Univ. of Chicago, Spring, 1948	
Myles H. Ritchie	Associate Professor
Director of Audio-Visual Services and Head of Audio-Visual Department B.A., B.S.A., M.S.A., Univ. of British Columbia, 1936-1939; Ed.D., Oregon State College, Corvallis, 1943	
*Sara Malcolm Krentzman	Assistant Professor
A.B., Florida State College for Women, 1936; M.S., Columbia Univ., New York, 1948	
Robert George Clapp	Assistant Professor
B.A., M.A., Vanderbilt Univ., Nashville, 1931, 1932; B.S. in L.S., George Peabody College for Teachers, Nashville, 1939	
Agnes Gregory	Assistant Professor
A.B., Randolph Macon Woman's College, Lynchburg, 1926; A.B.L.S., William and Mary, Williamsburg, Va., 1941; M.A.L.S., Univ. of Michigan, Ann Arbor, 1948	
Pauline A. O'Melia	Assistant Professor
A.B., Teachers College of the City of Boston, 1931; B.S. in L.S., Simmons College, Boston, 1939; M.A., Columbia Univ., New York, 1945	
Bessie Daughtry	Librarian
A.B., Alabama College, Montevallo, 1933; M.A., Florida State University, Tallahassee, 1948.	

## Staff

Max Ziegler	Photographer
William Lane, Jr.	Projectionist
Wilma Wilson	Secretary, School of
	Library Training and Service
Roberta Seigler	Assistant Secretary, School of
	Library Training and Service
Donna Birt	Assistant Secretary, A-V Service
Carletta Marcus	Assistant, Materials Service

\* On leave.

## VISITING FACULTY MEMBERS

### Summer 1950

Harry Dewey, M.S. in L.S.	Head of Technical Processes Southern Illinois University, Carbondale, Illinois
George Eby, Ed.D.	Junior College Stockton, Calif.
Elizabeth Hodges, B.S. in L.S.	Librarian Mathew Whaley School, Williamsburg, Va.
Virginia P. Holtz, B.A., L.S.	Formerly University of Florida
William H. Jesse, M.A.	Director of Libraries University of Tennessee, Knoxville 16, Tennessee
Jean McCanless, B.S. in L.S.	Librarian Lakeland High School, Lakeland, Florida
Mary E. Lewis, B.S. in L.S.	Librarian State Teachers College, Kutztown, Pennsylvania
Horace A. Tollefson, M.A.	Librarian Rollins College, Winter Park, Florida
E. A. Wight, Ph.D.	Public Library Newark, N. J.
Evelyn Willey, M.A.	Librarian Manual High School, Louisville, Kentucky

### Summer 1949

Robert W. Christ, B.A., M.S.L.S.	Assistant Librarian Duke University, Durham, North Carolina
Thelma Eaton, Ph.D.	Head, Library Science Dept. Mississippi State College for Women, Columbus, Mississippi
James E. Harbin, M.A.	Director, Audio-Visual Education Leon High School, Tallahassee, Florida
Elizabeth Hodges, B.S., B.S.L.S.	Librarian Mathew Whaley School, Williamsburg, Virginia
John Hall Jacobs, B.S., A.B.L.S.	Director New Orleans Public Library, New Orleans, Louisiana
Lois McAlister, B.S., B.S.L.S.	Miami Beach Senior High School Miami Beach, Florida
Esther Millet, B.S. in L.S.	Librarian Westover School, Middlebury, Connecticut
Alice Thompson, M.A., M.A.L.S.	Librarian New Haven Teachers College, New Haven, Connecticut
Lucile Vickers, B.A., B.S.L.S.	Librarian East High School, Sioux City, Iowa
Clara E. Wendel, M.A.L.S.	Librarian Albertson Public Library, Orlando, Florida

# FLORIDA STATE UNIVERSITY

## School of Library Training and Service

The School of Library Training and Service is a professional school of the Florida State University. It was established on June 16, 1947 as an outgrowth of the Department of Library Science organized in 1926. It performs for the State the double function of the administration of a professional education program and a limited materials service to the University and to the State of Florida. In its professional education program its general objectives are to provide for the training of (1) librarians for service in all types of libraries; (2) teachers, school administrators and audio-visual and textbook directors for positions as materials specialists and supervisors; and (3) college students in the use of library resources. Both undergraduate and graduate programs of study are offered leading to the Master of Arts and Master of Science and Bachelor of Arts degrees with their accompanying Master Library and Librarian Certificates. The School of Library Training and Service is accredited by the Southern Association of Colleges and Secondary Schools.

### Librarianship

Librarianship offers an attractive career to young men and women. Its wide range of opportunity in school, public, college, university, special libraries, and materials centers provides for maximum utilization of a variety of personal interests and qualities. Educational, informational, and recreational work with people through all media of communication, the organization, recording, and servicing of collections of all types of materials, and administrative and supervisory work carry their appeal for different types of people. Professional librarianship may be combined with a major interest in almost any subject field in the sciences, social sciences, and humanities; it offers satisfying outlets for special interests in creative writing, radio broadcasting, photographic and film production, public relations, and business. For greatest satisfaction in librarianship, candidates should have a high level of general intelligence, well adjusted personalities, adaptability in meeting diverse situations, a wide reading background and an unfailing interest in books and people. It is a satisfying job; it is a challenging work.

### General Information

The Bulletin of Florida State University presents detailed information on such matters as tuition, admission and registration requirements, health, guidance, counseling, employment, and placement services, student activities, and recreational and athletic facilities. Students wishing to enter the School of Library Training and Service are advised to consult the latest issue of the Bulletin for this information.

Application forms for admission to the University may be obtained from the Office of the Registrar. Application for admission to the School of Library Training and Service should be made to the Dean of the School.

### Resources and Facilities

Students in the School of Library Training and Service have available for their use extensive library resources. The main University Library on East Campus and its branch library on West Campus offer students the facilities of a well-organized library system and access to a large collection of materials. In Tallahassee there are also the Florida State Library located in the Supreme Court Building, and the libraries of Florida A. and M. College, the Leon High School, and the Walker Memorial Public Library. In addition to these collections, the Demonstration School Library on East Campus provides an example of effective elementary school library service.

Housed within the School of Library Training and Service is an extensive Materials Center through which students gain considerable working experience with library resources and with their administration and use. The Materials Center provides a three-fold service to Florida State University and the State

of Florida. It includes (1) a Professional Library Service Library which contains a collection of materials for the professional librarian, a model book collection for children, young people, and adults, and a reference library; (2) a Curriculum Library of professional books on education and courses of study, workbooks, texts, and teaching materials for all levels of education from nursery schools through junior college; and (3) an Audio-Visual Materials Center which includes a materials library, equipment room, photographic studio and dark rooms, and a sound room. The library loan and reference services provided by the Curriculum and Audio-Visual Centers to the University and to schools throughout the State afford students of Library Service opportunities for invaluable practical experience.

## Program of Studies

The graduate **Master Library Program** leads to the Master of Arts or Master of Science degree with its accompanying Master Library Certificate. It aims to prepare college graduates for positions of library leadership. Under this program the student may prepare for bibliographical and research or administrative and supervisory positions in all types of libraries. Admission to the program is based upon:

- (1) Twelve hours in the undergraduate core curriculum in Library Training and Service
- (2) Evidence of aptitude for advanced professional service which includes
  - (a) An acceptable profile in the Graduate Record Examination or its equivalent
  - (b) Favorable recommendations from persons qualified to judge the applicant's personal and professional qualities.
- (3) Two college years of, or a reading knowledge in, one foreign language for candidates for the Master of Arts degree. (Two years of high school language is considered equivalent to one course year in college.)

The undergraduate **Librarian Program** leads to the Bachelor of Arts Degree and the Librarian Certificate. It provides for the integration of basic professional library courses with supporting professional and general education courses during the late sophomore, junior, and senior years. It is intended to prepare qualified students for general practice in libraries and to provide a strong foundation for advanced professional study.

The **Teacher Librarian Program** is open to qualified students of Education and leads to a Bachelor of Science or Bachelor of Arts Degree in the School of Education. It enables students preparing for elementary and secondary school work to earn in addition a Restricted Librarian Certificate which qualifies the teacher to serve as librarian, part-time, in certain classes of schools.

## The Curriculum

### The Master Library Program

Students enrolling under this program may pursue either the three-year combined undergraduate and graduate sequence or the one calendar year of graduate work.

Suggested three-year combined undergraduate and graduate sequence:

Junior		Senior		Graduate	
L.S. 315, 416 or		L.S. 423, 424,		L.S. 455, 456,	
417, 327, 428	(12)	425, 426	(10-10)	457, or 458	
Collateral	(14)	L.S. 496, 497		506,	
Psych. and Ed.	(6)	or 498-499	(0-10)	597, 598 or 599* (9-11)	
		Collateral	(16-0)	Collateral	(12-12)
	32	Psych. and Ed.	(6-12)	L.S. Electives to total 28	

32-32

\* 597 or 598 for Administrative and Supervisory specialization. 599 for Bibliographical and Research specialization.

Suggested one calendar year of Graduate work:

For students entering in

For students entering in

Summer Session	
L.S. 315	3
327	3
423	2
496	0
	<hr/>
	8
Fall Session	
L.S. 416 or	
417	3
428	3
424	2
425	3
426	3
506	2
	<hr/>
	16
Spring Session	
476	3
455, 6, 7, or 8	3
599	6
Electives	4
	<hr/>
	16

Fall Session	
L.S. 315	3
327	3
423	2
496	0
425	3
426	3
506	2
	<hr/>
	16
Spring Session	
L.S. 416 or	
417	3
428	3
424	2
476	3
455, 6, 7, or 8	3
Electives	2
	<hr/>
	16
Summer Session	
Electives	2
599	6
	<hr/>
	8

**The Librarian Program**

Students enrolling under this program may pursue the course throughout the four-year college period. The suggested sequence is as follows:

Freshman-Sophomore		Junior	Senior
General Education (44)		L.S. 416 or 417, 327	L.S. 424, 425, 426;
Foreign Language (12)		428, 423 (11)	496 or 497 or
L.S. 255 (3)		Collateral (15)	498-99 (8-18)
L.S. 315 (3)		Psych. and Ed. (6-)	Collateral (18-3)
			Psych. and Ed. (6-11)
	<hr/>	<hr/>	<hr/>
	62	32	32-32

**The Teacher Librarian Program**

Students enrolling under this program may prepare for certification either by the Florida State Department of Education or by the Southern Association of Colleges and Secondary Schools. Requirements are as follows:

	For Florida Certificate	For Southern Association Certificate
General Education	47	47
School of Education	28	28
Content Specialization Courses	27	27
Electives	10	5
School of Library Training and Service Courses:	12	19
including L.S. 315 3		L.S. 315 3
416 3		416 3
327 3		327 3
428 3		428 3
		423 2
		424 2
		497 3
Total for College Graduation	124	124

## **COURSE DESCRIPTIONS**

### **Undergraduate and Core Curriculum**

#### **Open to Freshmen**

##### **255. Introduction to Libraries. (3)**

How to use any library efficiently. Short cuts to the location and contents of materials, indexes, catalogs, reference books. Topics: book, library classification, card catalog, dictionaries, encyclopedias, biographical dictionaries, periodical indexes, and other general reference sources; the special aids helpful in Science, Social Science, Humanities and other studies; practical bibliography; how to study and read rapidly, and how to develop a personal library.

#### **Open to Second Semester Sophomores**

##### **315. Introduction to Materials. (3)**

Study of printed and audio-visual materials in relation to the needs and interests of children and young people; use of books and other materials in relation to school curricula; criteria for the selection of materials. Course 315 satisfies the Florida requirements for certification of elementary teachers.

#### **Open to Juniors**

##### **316. Subject Materials for Children and Young People. (3)**

Study of printed and audio-visual materials in special subject fields for children and young people; use of books and other materials in relation to school curricula; basic reference books for school libraries; evaluation of editions and series; periodicals for children and young people.

##### **317. Subject Materials for Adults. (3)**

The literature of subject fields and audio-visual materials for adult use in college and public libraries.

##### **327. Organization and Administration of Materials. (3)**

Introduction to the practical aspect of acquisition, maintenance, organization, and service of collection of materials for library service in relation to school and community needs and resources.

##### **328. Organization and Administration of Materials. (3)**

Basic principle of school library administration in relation to the place and function of the library in the school.

##### **423. Reference Materials and Service. (2)**

Study of basic sources of information for reference service in school, public, and college libraries with introduction to techniques of reference work.

##### **424. Reference Materials and Service. (2)**

Basic sources of information in subject fields with special emphasis on techniques and problems in reference service in libraries.

##### **425. Classification and Cataloging. (3)**

Principles of descriptive cataloging and study of the Decimal Classification system.

#### **Open to Seniors**

##### **426. Audio-Visual Materials. (3)**

Laboratory course on production, selection, acquisition, processing, and utilization of audio-visual materials. Includes films, filmstrips, slides, recordings, radio, and such graphics as posters, pictures, globes, maps, stereographs, and museum objects.

##### **496. Observation and Practice. (0)**

Observation and guided practice in the use of materials. An opportunity is offered all library school students to observe and practice in the Materials Center, Audio-Visual Service Center and in libraries. This no-credit course is

intended to meet requirements of Program A of Southern Association of Secondary Schools and Colleges and to provide basic understandings for students of the Master Library Program who lack library experience.

**497. Observation and Practice. (3)**

This section is offered in compliance with certification requirements of the Southern Association of Colleges and Secondary Schools. Approximately 150 clock hours are required.

**498.\* Library Internship. (7)**

Seven weeks of practice in an approved library under supervision.

**499.\* Library Seminar. (3)**

## **Open to Graduate Students**

(Courses number 455-487 inclusive are open to seniors on faculty recommendation)

**455. School Library Service. (3)**

The elementary and secondary school library in relation to the total school program including consideration of such problems as recent trends in education, community relations, cooperative planning and finance.

**456. Public Library Service. (3)**

Organization and administration of municipal, county, and regional libraries as public agencies. Public library service in relation to community organizational patterns.

**457. College Library Service. (3)**

Organization and administration of the college library with reference to materials, personnel, finances, housing, and equipment. Technical processes, service features, organizational patterns, and problems peculiar to the library in higher education.

**458. Special Libraries. (2)**

Organization, administration, and techniques of service of special libraries. Consideration of outstanding special libraries in the United States.

**476. Advanced Classification and Cataloging. (3)**

Problems of descriptive cataloging and study of the classification and subject headings used by the Library of Congress.

**486. Continuations and Serials. (3)**

Selection, organization, care, and use of periodicals for library service. History and development of magazine publishing.

**487. History of Children's Literature. (3)**

Origin and development of a distinct literature for children with attention to its characteristics at different periods and its relation to education. Significant authors, illustrators, and publishers of books for children and young people will be studied.

**500. Library Use in Graduate Study and Research. (1)**

Bibliographic resource use for graduate study and research in all fields including method of manuscript preparation. Open to all graduate students of the University.

**506. Method of Investigation and Research. (2)**

Techniques of bibliographical, historical, statistical, and experimental research and their application to problems of library service.

**527. Government Publications. (2)**

Government documents of local, state, federal, and foreign governments and United Nations as sources of information and research.

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\* 498 and 499 are intended to conform with School of Education pattern.

**528. Printing and Publishing. (2)**

Overview of the processes, principles, and problems of printing and publishing books, periodicals, and newspapers including a study of methods of production and reproduction of printed materials.

**535. Materials Service. (3)**

Organization and administration of state, county, and city Materials Centers with special reference to selection and evaluation of materials, personnel, finances, and technical problems.

**536. Sound Film. (3)**

The techniques of production and the evaluation and use of the major types of sound film.

**537. Still Projection and Graphics. (3)**

Detailed study of techniques of production and use of still projected pictures and of all types of graphic aids in the communicative process.

**539. Cinematography. (2)**

Prerequisites 426, 536.

Problems in production of motion pictures with special emphasis on newer techniques, shooting scripts, and editing. Practical work on production of a motion picture.

**565. Advanced Reference Service. (3)**

Prerequisites 423, 424.

Advanced problems in bibliographic search and techniques of reference service for research institutions and organizations.

**567. History of Books and Libraries. (3)**

The evaluation of books and libraries from the earliest records to the present day with a study of the lives and contributions of noted printers and librarians. Development and social significance of other media of communication.

**577. Library Education. (2)**

Library education in the United States for elementary through graduate school including curricula methods and materials, and teaching personnel. Professional and non-professional training programs are analyzed with special emphasis on standards of the Southern Association of Colleges and Secondary Schools.

**586. Basic Communications. (3)**

A philosophic, social and educational examination of the principal media of communications, their influence on public opinion and their effect on social issues in a democratic society. Comparisons of sound, visual, verbal and other environmental materials of information.

**589. Seminar: Problems of Supervision. (3)**

Leadership training open only by invitation from the State Department of Education.

**591. Directed Individual Study. (2-5)**

Guidance on research and service studies undertaken for special purposes by individual students.

**597-598. Study. (4-6)**

Guidance on service studies undertaken by individual students specializing in Administrative and Supervisory librarianship. Individual and group conferences.

**599. Thesis. (6)**

Guidance on research studies undertaken by individual students specializing in Bibliographical and Research librarianship. Individual and group conferences.



STUDENTS AT WORK

FLORIDA STATE UNIVERSITY  
SCHOOL OF LIBRARY TRAINING AND SCIENCE

SCHOOL OF LIBRARY TRAINING AND SERVICE



SCHOOL OF LIBRARY  
TRAINING AND SERVICE  
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